

Senior Manager - Legal Technology

Job ID
REQ-10067430

11月 28, 2025

India

摘要

Join our Legal Innovation Hub to drive the design, delivery, and continuous improvement of enterprise legal technology solutions, including Generative AI-driven and agentic platforms, CLM, workflow automation, and integration with core enterprise systems. In this techno-functional Business Analyst role, you will translate complex legal requirements into effective legal tech and GenAI solutions, champion design thinking, and ensure all platforms are secure, compliant, and measurable in their impact, while working in close partnership with legal, IP, IT, business, PMO, and other cross-functional teams to foster innovation and advance our legal technology landscape.

About the Role

Key Responsibilities

- Serve as a liaison between Legal, Business, and DDIT translating needs into roadmaps, backlogs, and release plans.

- Provide support in: Defining guardrails, evaluation criteria, and model risk controls for safe, compliant AI adoption across legal use cases. Establishing prioritization frameworks balancing value, risk, and feasibility; chair design reviews and go/no - go decisions.
- Gather legal and business requirements; run discovery workshops to capture contract types, templates, playbooks, workflows, SLAs, and control points.
- Conduct gap analyses vs. current systems and processes, draft functional & technical specifications, data models, and integration patterns.
- Drive integration with ERP/e-signature/DMS/SSO systems; collaborate with DDIT and PMO teams to ensure robust pipelines and governance.
- Identify and shape high - value GenAI use cases: clause comparison, AI - assisted review, risk flagging, redline suggestions, summarization, and negotiation support.
- Demonstrated expertise with Large Language Models, including Azure OpenAI (GPT family), and Claude etc.
- Experienced in orchestration using frameworks such as LangChain, LangGraph and Semantic Kernel, as well as function/tool calling, agent/autonomous frameworks, and retrieval-augmented generation (RAG) patterns.
- Experienced in Microsoft platforms, including Copilot Studio, as well as low-code and no-code platforms such as Power Apps.
- Proficient in vector and search technologies, including Azure AI Search, FAISS, metadata strategies, and hybrid search approaches.
- Skilled in evaluation and guardrails implementation, encompassing prompt and unit testing, usage of golden sets, factuality and hallucination assessment in LLMs, red-team case analysis, PII masking, and deployment of content filtering solutions.
- Lead change strategies and drive adoption metrics (time - to - value, cycle time, automation rate etc.).

Essential Requirement:

- Legal background (e.g., LL. B/LL.M or equivalent) with deep experience in legal technology and operations.
- 12+ years overall experience, including 6+ years in legal tech delivery and 2+ years building LLM/GenAI or agentic solutions. Skilled at analyzing and understanding end-to-end legal processes and workflows, with the ability to proactively identify and design technology-driven improvements to optimize and automate routine legal tasks.
- Experience in legal operations within the pharmaceutical, life sciences, or healthcare sectors, including clinical trial contracting, regulatory compliance, and industry-specific legal processes.
- Strong experience in Software Development Life Cycle (SDLC) is essential. Experience in LLMops and MLOps, including comprehensive model lifecycle management, data and version control, robust evaluation processes, continuous monitoring, prompt and response logging, model benchmarking, and the implementation of operational guardrails.
- Experience in NLP/LLM orchestration (prompt engineering, RAG, embeddings, caching, evals); experience with agent frameworks.
- Familiarity with privacy & compliance and AI safety/guardrails. Demonstrated proficiency in developing PowerPoint presentations. Experience with Microsoft 365 ecosystem.
- Excellent stakeholder management and communication; thrives in a fast - paced, product - led environment.

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Legal

Business Unit
Legal

地点
India

站点
Hyderabad (Office)

Company / Legal Entity
IN10 (FCRS = IN010) Novartis Healthcare Private Limited

Functional Area
Legal & Intellectual Property & Compl.

Job Type
Full time

Employment Type

Regular

Shift Work

No

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Novartis is committed to building an outstanding, inclusive work environment and diverse teams' representative of the patients and communities we serve.



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